

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 4152      **TITLE:** ANIMAL CONTROL OFFICER I

**GRADE:** P-18

**DEFINITION:**

Under general supervision, patrols an assigned area with a vehicle in the enforcement of state and local animal control laws, ordinances and game laws; impounds and confines stray and unlicensed dogs, cats and other domestic animals (including wildlife and agricultural animals when necessary); investigates animal bite incidents; and performs other work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This is the entry-level class for Animal Control Officers. After successful completion of the prescribed training period, incumbents work under general supervision. The Animal Control Officer I differs from the Animal Control Officer II in that Animal Control Officer I performs routine assignments with no training responsibility for other employees, whereas the Animal Control Officer II performs specialized and more complex investigations and/or trains lower-level Animal Control Officers.

**ILLUSTRATIVE DUTIES:**

Responds to and investigates mobile computer terminal/radio-dispatched complaints regarding domestic animals and wildlife;  
Patrols the streets for stray and/or unlicensed animals, impounds them, and takes them to the Animal Shelter;  
Investigates animal bite reports and coordinates the handling of the animals involved in cooperation with the Health Department;  
Investigates and evaluates routine cases of alleged cruelty to animals and complaints of animals causing excessive noise;  
Issues uniform summons to persons found violating animal control and protection laws and ordinances;  
Rescues injured animals and/or performs field euthanasia of injured and sick animals as necessary by means of chemical injectables or a firearm;  
Prepares detailed investigative summaries for presentation in court and coordinates with prosecuting attorneys and witnesses for court testimony;  
Prepares written reports of cases investigated;  
Assists other personnel of the Police Department and those of other agencies such as the Health Department, Fire and Rescue Department, Sheriff's Office and Zoning Enforcement, with animal problems upon request.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Working knowledge of, or the ability to rapidly acquire knowledge and skill in the handling and gross examination of domestic and wild animals which may be diseased or aggressive, with minimum exposure to risk of injury to self or others;

Working knowledge of, or the ability to rapidly acquire knowledge of, basic animal care as well as animal control and protection laws and Police Department rules and regulations;

Possession of sufficient physical strength and agility to move and/or control resistant or immobilized animals, and to move, lift, and carry up to fifty (50) pounds;

Ability to comprehend and follow complex oral and written directions, including those transmitted or conveyed by radio or other electronic means;

Ability to reason soundly and arrive at practical and reasonable solutions to problems under stressful conditions;

Ability to write clear, concise, and understandable reports of investigations and other assigned activities;

Ability to deal effectively with the public, including the ability to interact and communicate with a broad spectrum of racial, ethnic, socio-economic and other groups in the community;

Ability to handle and employ firearms and other equipment safely and effectively, and in a manner consistent with law and Police Department policy;

Ability to successfully complete chemical immobilization training and receive a certification;

Good physical condition.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to the following:

High school graduation or a G.E.D. issued by a state department of education.

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of a valid Motor Vehicle Driver's License at the time of appointment;

Certification of successful completion of a basic animal control course as approved by the Code of Virginia;

By the end of the probationary period, must possess the following:

Certification as a Law Enforcement Officer by the Virginia Department of Criminal Justice Services;

Certification in firearms proficiency;

Certification in chemical immobilization;

Certification in euthanasia.

**NECESSARY SPECIAL REQUIREMENTS:**

Must be within 180 days of 21<sup>st</sup> birthday at time of application;

Must be a U. S. citizen;

Must be able to obtain a Class A medical rating in the assigned medical group prior to appointment;

Must be favorably evaluated subsequent to a background investigation, a polygraph examination, a physical ability test and a psychological examination administered prior to appointment;

Must never have been convicted of a felony, serious misdemeanor, or any offense that under Federal or Virginia law would prohibit the applicant from possessing a firearm;

Successful completion of required Field Training;

Must successfully complete Fairfax County Law Enforcement Academy training courses determined to be appropriate by the Fairfax County Police Department for Animal Control Officer I positions within one year of appointment;

Must be of good character and reputation.

REVISED:	April 21, 2004
REVISED:	April 17, 2001
REVISED:	March 9, 1993
REVISED:	October 19, 1992
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